

Unit 2 Practice Questions – THE DOCTORS SURGERY.

Part A Set Task Brief

You are advised to spend 10 minutes reading the Task Scenario and the activities you are to complete.

You may make notes and/or highlight information to use in the completion of the documents you need to produce for your task.

Task Scenario

You have been asked to create a database for the East Berkshire Doctors Surgery. Currently all records are stored on a spreadsheet.

The surgery would like to be able to store and report on surgery visits. Currently staff have two types of speciality – GP and Nurse. The surgery would like to have more specialised doctors and nurses in the future, but each member of staff will continue to have a single speciality. The database will record information about:

- Staff
- Patients
- The appointments on a given day.

Each doctor must see at least one patient in a day.

A patient cannot see more than one doctor in a day.

An Appointment Type can be a single or a double session identified as 1 or 2.

There are two types of patient: Private and NHS. Privately funded patients are sent a bill of £50 for each visit to the Doctor.

A doctor cannot see more than 2 privately funded patients in a single day.

When an appointment is made the staff and the patient are selected.



The Doctors Surgery Sample Data

Appointment ID	StaffID	PatientID	Staff Speciality	Appointment Date	Appointment Type	House Number	Speciality ID	Postcode	Patient Type	Staff Surname	Patient Surname
1	1	27	GP	27/07/2020	1	5	1	RG4 8NP	Private	Smith	Iqbal

Figure 1 Sample Data for the Doctors Surgery.



Activity 3: Queries and Report (40 minutes)

Query Evidence.

You will screen print your queries.

Your screen-prints must show:

- the **DESIGN** view of the queries specified that you have created, including fields and criteria
- the **DATASHEET** view of the queries specified that you have created.



Queries – SIMPLE

Query 1

Create a query that shows an alphabetical list of all patient data sorted by surname A – Z

Query 2

Create a query that shows an alphabetical list of doctor information sorted by surname Z – A.

You must only display:

- Surname

Query 3

Create a query that shows all appointment data for Doctor with the ID of 1.

You must only display:

- AppointmentID
- AppointmentDate
- PatientID
- AppointmentType.



Queries – MODERATE

Query 4

Query 5

Query 6



Queries – COMPLEX

Query 7

Query 8

Query 9

Query 10

Query 11



Reports

The report must fit on one page.

Evidence your report as screen-prints using the given activity3.rtf template.

Your screen-prints must show:

- the **DESIGN** view of the report you have created, including grouping and calculations
- the **DESIGN** view of any queries you have created and used with the report, including fields and criteria
- the **DATASHEET** view of any queries you have created and used with the report.

Save your report as a PDF to your computer.



Report 1

Create a report that shows an alphabetical list of Staff Surnames only sorted Z - A

You will display the staff surname in descending order.

You will display a suitable report title.

 **Report1_StaffNames** ×

 **List of Staff** 28 July 2020
16:20:13

Surname
Smith
Jones
Johnson

Page 1 of 1

Figure 2 – An example of the report to be generated.

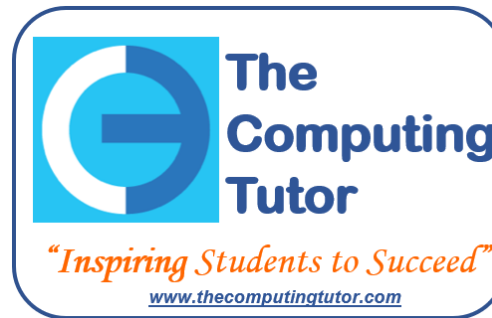


Report 2

Report 3

Report 4





No part of this publication may be reproduced, distributed, or transmitted in any form or by any means, including photocopying, recording, or other electronic or mechanical methods, without the prior written permission of the TheComputingTutor

All text copyright © TheComputingTutor 2020. All rights Reserved.

